Adding Additional Shipping Fees to a Product in Your Online Shop

This guide provides step-by-step instructions on how to set additional shipping charges on products in your online shop.

6 Steps <u>View most recent version</u>

Created by J.R. Heckler Creation Date March 17, 2024 Last Updated March 17, 2024

STEP 1

Select the 'Online Shop' tile from the Dashboard



STEP 2

Select the Catalog that contains the item you wish to update.

	1	DX1 Listings
~	Display Online All ✓	Catalog Name
	Pol	aris RZR Accessories & Apparel
owersports	We	istern Power Sports Apparel, Luggage & Accessories

STEP 3

Use the search filters or search fields to look up the product you wish to update.



STEP 4

Select the Edit icon in the list.

I			🖬 🗹 🖻
_			
	Product Na	ame / Part #	
	•	Price	Display Online
		\$699.99 - \$1,099.99 🧭	On
		\$604.99 - \$979.99 🧭	On
		\$799.99 - \$1,049.99 🧭	On
		\$999.99 - \$1,749.99 🧭	On

STEP 5

Enter the additiona	al shipping f	fees in the	'Shipping	Surcharge'	field.
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Doors		
Half Doors	Edit Part Group Price	e X Cancel
	These options will apply to all parts in this Part Group Web Price Hide Price - Web	
er Closeoff Panels	\$ 0.00 Off	
serts	Exempt From Shipping Exempt From Tax Off Off	
or Bags		
ors		
l Traditional Half Doors		

STEP 6

Click on Save

		\$604.99 - \$979.99
		\$799.99 - \$1,049.9
t Group Price	Save X Cancel	\$999.99 - \$1,749.9
ons will apply to all parts in th	his Part Group Hide Price - Web	\$229.99
0.00 Jrcharge	Off	\$399.99 - \$409.99
50.00 m Shipping ff	Exempt From Tax	\$474.99 - \$949.99

